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PR-2023-0818-139356



Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No. : 22-5-350-2024-7-0-4

Dept./Office: NARC

PR No.: GF-2023-08-01904

Date: 08-18-2023

Section/End-User: Luz O. Moreno

Category: Office Supplies

Funding Source: General Fund - MOOE

Project Title/Code: RJNA 87.018 S1

Item #	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Air Freshener, Scented Gel, at least 180g, Lemon/Orange Scent	pcs	6	200.00		1,200.00
2	Alcohol, Ethyl, 70% solution, 500mL	btls	12	125.00		1,500.00
Specification: ?Eliminates at least 99.9% of germs ?Safe on skin ?At least 70% solution Rubbing alcohol ?Each 100ml contains at least 70ml Ethyl Alcohol and at least 10 mg Triclosan ?Brand offer should be at least 10 years in the market ?at least 5 years expiry						
3	Face Towel, Cotton, 12 pcs/pack	pack	3	350.00		1,050.00
Specification: .						
4	Paper, Bond, A4, S-24, 80 gsm	reams	10	289.00	LUZ O. MORENO	2,890.00
Specification: bright white, high premium quality						
5	Paper, Towel, Interfolded , 1 ply, 175 pulls	pack	10	75.00		750.00
6	Pen, Permanent Marker, black, broad tip	pieces	10	60.00		600.00
7	Pen, Permanent Marker, blue, fine tip	pieces	10	60.00		600.00
8	Plastic bag (sando bag) 100pcs/pack large	pack	10	95.00		950.00
9	Plastic bag (sando bag), jumbo size, 100 pcs/back	pack	10	185.00		1,850.00
10	Scotch Tape	pcs	30	30.00		900.00
Specification:						

Scotch tape 50m 1/2"

11	Tape, Masking, 1" x 25 yards	rolls	30	48.00		1,440.00
	TOTAL					13,730.00


Purpose: For Research

Checked by:


JED ASAPRO D. CORTES

TWG - Office Supplies

Funds Available:


ALICIA M. FLORES

HEAD, BUDGET OFFICE

Signature:

Printed Name:

Designation:

Requested by:


LUZ O. MORENO


END USER

Noted by:


LUZ O. MORENO

UNIT HEAD, PROJECT LEADER

Approved by:


EDGARDO E. TULIN

PRESIDENT, VSU